



State of Alaska
Department of Labor & Workforce Development
Division of Business Partnerships
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## Denali Training Fund - Youth Program Quarterly Progress Report

Funds for this project are provided by the Denali Commission and the USDOL and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

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| Name of Organization: | Project Grad Kenai Peninsula / 10-306 (Revised as of 7/1/10) |
| Name of Project:      | Career Exploration and Planning                              |
| Reporting Period:     | July 1, 2010 - September 30, 2010                            |
| Contact Name:         | Bonnie Powell                                                |
| Contact Number:       | 907-235-5612                                                 |

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the grant agreement.

Signed by: Bonnie Powell Dated 9/30/2010

The performance of this grant will be based upon the success achieved in relation to the goals established and approved by the Alaska Department of Labor, and will be reported in the Grantee's quarterly progress reports. Specific goals and objectives for this project are:

Project Grad Kenai Peninsula will provide services that are comprehensive and multi-faceted for both systemic and small groups/individual needs. This will be accomplished through the following:

Develop regionalized career awareness materials featuring career pathway ladders in high demand occupational clusters and successful role models from seven targeted communities focusing on 16 - 24 year olds.

Disseminate and introduce these materials at school-wide Career Awareness Days and after-school Family Nights for youth 16 - 18. Students will become aware of high demand career options in their own communities and identify with successful local role models. This will include alcohol and drug awareness activities, materials and

presentations outlining the consequence of student actions. Youth 18 - 24 will be included in after-school Family Night events.

PGKP coaches will provide on-site support through public school teacher professional development activities that equip staff in their work with 9 - 12 grade students to improvement math and language arts core competencies.

Career Exploration Field Trips and a College Career Fair will provide opportunities for youth 16 - 24 to develop career awareness and experience how their own skills and interest fit with potential careers.

A two-week summer intensive program (Summer Institute) will provide 9 - 12 graders applied academic training in math, science, technology, writing, leadership, employability skills training, and job shadow opportunities. In addition students will create a portfolio, resume, personal essay and practice job interview skills.

|                                            |
|--------------------------------------------|
| <b>TARGET POPULATION:</b> 233 participants |
|--------------------------------------------|

Participants served to date:  
191 individual services (299 services-no new ones this quarter)

|                                                                                                            |
|------------------------------------------------------------------------------------------------------------|
| <b>GOALS/OBJECTIVES ACCOMPLISHED TO DATE:</b><br>Please provide the number of participants served to date. |
|------------------------------------------------------------------------------------------------------------|

**Goal 1**      Provide workforce information and career planning that supports high school graduation and prepares students for targeted and successful entry into post secondary training/education in high demand occupations that support rural economies.

**Objective 1.1**      Develop regionalized career awareness materials featuring career pathway ladders in high growth/high demand careers, role models from targeted communities, and alcohol and drug awareness for 16 - 24 year olds.

**Objective 1.2**      Conduct school wide Career Awareness Days and after-school Family Nights in each of the seven targeted communities for 233 participants.

**Objective 1.3**      80 youth will attend the annual College Career Fair.

**Goal 2**      Address knowledge and employability skills deficits in rural youth.

- Objective 2.1** Provide on-site public school teacher professional development activities to improve student competencies in math and language arts for 9 – 12 grade students at each of the 7 targeted communities.
- Objective 2.2** Conduct one (1) two-week intensive program (Summer Institute) for 45 9 – 12 graders focusing on applied academic training in math, science, technology, writing, leadership, employability skills, and job shadow opportunities.
- Objective 2.3** 45 Summer Institute students will create a portfolio, resume, personal essay and practice job interview skills.
- Objective 2.4** 70 students will participate in Career Field Trips to develop career awareness and experience how their own skills and interest fit with potential careers.

| Goals/Objectives |   |                                                                                                                                                                                                                   | By<br>12/31/10        | Number<br>Served<br>to Date                   | Documentation                                                                                               |
|------------------|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| 1                | 1 | Develop regionalized career awareness materials featuring career pathway ladders in high growth/high demand careers, role models from targeted communities, and alcohol and drug awareness for 16 – 24 year olds. | Done?<br>Yes or<br>No | In<br>process                                 | Maintain copies of developed materials on file for inspection.                                              |
|                  | 2 | Conduct school wide Career Awareness Days and after-school Family Nights at each of the seven targeted communities.                                                                                               | 233                   | 130<br>Activity<br>planned<br>next<br>quarter | Maintain attendance counts and list of workshops and activities offered on file for inspection.             |
|                  | 3 | Youth will attend the College Career Fair.                                                                                                                                                                        | 80                    | 84                                            | Maintain attendance counts and participant surveys on file for inspection.                                  |
| 2                | 1 | Provide on-site public school teacher professional development sessions in targeted communities.                                                                                                                  | 7                     | 7                                             | Maintain copies of working papers, syllabi, attendance rolls and coach's timesheets on file for inspection. |
|                  | 2 | Conduct two-week intensive program (Summer Institute) for 45 9 – 12 graders focusing on                                                                                                                           | 1                     | 1                                             | Maintain attendance rolls, syllabus, workshop completion certifications and                                 |

|  |   |                                                                                                                                                          |    |                                       |                                                                                                     |
|--|---|----------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------------------------------------|-----------------------------------------------------------------------------------------------------|
|  |   | applied academic training in math, science, technology, writing, leadership, employability skills, and job shadow opportunities.                         |    |                                       | other pertinent working papers on file for inspection.                                              |
|  | 3 | Summer Institute students will create a portfolio, resume, personal essay and practice job interview skills.                                             | 45 | 41                                    | Maintain copies of resumes, personal essays and outcomes from mock interviews in participant files. |
|  | 4 | Students will participate in Career Field Trips to develop career awareness and experience how their own skills and interest fit with potential careers. | 70 | 29<br>Activity<br>planned<br>next qrt | Maintain copies of participant rolls and field trip experience reports on file for inspection.      |

#### **NARRATIVE OF SERVICES:**

Provide a brief narrative of services provided this quarter by applicable Goal/Objective.

This quarter included the start up of school and no direct services planned.

All logistics and planning for next quarter events took place including planes, buses, coordination with school counselors, College, Avtec, principals, parents, students, and lodging.

Services are planned for next quarter:

October 27 and 28 (Career Field Trips-7 schools participating)

November 5/6 (Career Awareness Day/Family night - combination: focus on application completion/portfolio completion/essay/parent information)

#### **ACCOMPLISHMENTS: SUCCESS STORIES:**

Provide a narrative of participant successes resulting from participation in your program. Please include photos.

#### **PLANNED ACTIVITIES FOR NEXT REPORTING PERIOD:**

Describe the grant activities you expect to complete during the next quarter.

Services are planned for next quarter:

October 27 and 28 (Career Field Trips-7 schools participating)

November 5/6 (Career Awareness Day/Family night -combination: focus on application completion/portfolio completion/essay/parent information)

Completion of materials-in edit phase (share with community members during this quarter for edits)

Next quarter: materials completion and distribution to schools.

**ON TIME AND ON BUDGET:**

Are the grant activities progressing as planned? Are you within your budget? If not, what is the cause? What is the solution? How can we help?

**DEMOGRAPHIC DATA:**

List the number of participants, the age groups, the school the activities took place (list community if not at a school), number of the participants that are in school, the number of participants that are not in school and the training dates.

Has not changed from last quarter

| # OF YOUTH | # OF 16 - 18<br>YEAR OLDS | # OF 19 - 24<br>YEAR OLDS | SCHOOL OR<br>COMMUNITY | # YOUTH IN<br>SCHOOL | # YOUTH<br>OUT OF<br>SCHOOL | TRAINING<br>DATES |
|------------|---------------------------|---------------------------|------------------------|----------------------|-----------------------------|-------------------|
|            |                           |                           |                        |                      |                             |                   |
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**STATISTICAL DATA:**

Please complete the table below as applicable.

| By Quarter   | Career Guides<br>Activities &<br>Exploration | Youth Employ -<br>ability Skills | Work Experiences | Academic<br>Training | Apprenticeship<br>and<br>Pre-<br>Apprenticeship |
|--------------|----------------------------------------------|----------------------------------|------------------|----------------------|-------------------------------------------------|
| 01/1 - 03/31 |                                              |                                  |                  |                      |                                                 |
| 04/1 - 06/30 |                                              |                                  |                  |                      |                                                 |
| 07/1 - 09/30 | 0                                            | 0                                | 0                | 0                    | 0                                               |
| 10/1 - 12/31 |                                              |                                  |                  |                      |                                                 |

**Please note:** The data collected in your Quarterly Progress Report provides vital information that can have a direct impact on future funding for our grant programs. Forwarding your

success stories and photos as part of our requests is further evidence of how rural youth training is crucial to building a strong workforce for Alaska. Thank you in advance for your cooperation.